

DISTRICT DIRECTORS REPORT

INSTRUCTIONS: To be completed between the sixth and ninth month of operation of first year; and quarterly for delinquent borrowers and those with Financial Problems. Submit one copy to the State Director.

Date of Review	Type of Review <input type="checkbox"/> Initial <input type="checkbox"/> Other	<input type="checkbox"/> Delinquency	State	County
Name of Borrower			Case Number	
Address			Type of Facility	
Date Loan Closed	Date Placed in Operation		Amount of Assistance	Loan \$ Grant \$

I Recreation or Grazing Association Borrowers			III Health Care Borrowers		
	<u>Planned</u>	<u>Actual</u>		<u>Budget</u>	<u>Actual</u>
1. No. of Members	_____	_____	1. No. of Beds	_____	_____
			2. Patient Days of Care	_____	_____
			3. % occupancy rate-YTD	_____	_____
			4. No. of out patient visits	_____	_____
II Water and/or Sewer Borrowers			IV All Borrowers - Fiscal		
1. No. users required @ loan closing	_____	_____		<u>Yes</u>	<u>No</u>
2. Actual users @ start of operations	_____	_____			<u>Amount</u>
3. No. users added	_____	_____	1. Revenue Account established	_____	_____
4. No users lost	_____	_____	2. Debt Service Account established	_____	_____
5. No. users @ review date (2+3-4)	_____	_____	3. O & M Account established	_____	_____
6. No. users on waiting list	_____	_____	4. Reserve Account established	_____	_____
7. No. users delinquent	_____	_____	5. Do Accounting records appear adequate	_____	_____
8. Dollar amount Delinquent	\$	_____	6. Are Quarterly Management reports timely submitted	_____	_____
9. Quantity of water purchased	_____	_____	7. If Audit is required, has Auditor been selected	_____	_____
10. Quantity of water sold	_____	_____	Explain all "No's" in Section VI		
11. Quantity of waste treated	_____	_____			
V Management Data			Yes No		
1. Do you consider the facility to be properly managed and maintained?			_____		
2. Are rules, regulations and by laws enforced by governing body?			_____		
3. If comments were made in previous audits concerning operation changes or adjustments, have these been made?			_____		
4. Does the Governing body hold regular meetings?			_____		
5. Does insurance coverage appear adequate?			_____		
Explain all "No's" in Section VI					

VI Problems and Recommended Solutions

Also explain all "No's" from sections IV and V and reasons for Reserve and Debt Account Balances which are not current.

VII Delinquent Borrowers

Include comments as to reasons for delinquency and actions which have been and are to be taken by the governing body and Agency to bring the organization's account current.

District Director